



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MEDICAL COMMAND
2050 WORTH ROAD
FORT SAM HOUSTON, TEXAS 78234-6000

REPLY TO
ATTENTION OF


MCJA

APR 20 2005

MEMORANDUM FOR COMMANDERS, MEDCOM MAJOR SUBORDINATE COMMANDS

SUBJECT: Gifts of Food or Beverages from Contractors

1. The "Standards of Conduct for the Executive Branch", incorporated into the Department of Defense (DoD) Joint Ethics Regulation, generally prohibit DoD employees from accepting gifts from prohibited sources (5 Code of Federal Regulations Section 2635.202(a)). An exception to this rule allows DoD employees to accept unsolicited gifts valued at \$20.00 or less per occasion, provided that the aggregate market value of individual gifts received from any one prohibited source does not exceed \$50.00 in a calendar year. A further limitation on this exception is that an employee may not accept gifts so frequently from one or more sources that a reasonable person would believe that the employee is using public office for private gain.
2. As pervasive and important as contractor supply and service support is to the US Army Medical Command (MEDCOM), I am concerned about consistency in applying judgment concerning the frequency of gifts and avoiding any action that might create the appearance that laws or ethical standards are being violated. It is important that the public in general and our contractors in particular have full confidence in the integrity of MEDCOM and its processes.
3. Accordingly, granting permission for contractor, vendor and manufacturer representatives, and others seeking business with the Army Medical Department to visit MEDCOM activities and their supporting facilities will be contingent upon their agreement not to provide food or beverages at MEDCOM facilities.
4. Request that you notify all vendors who currently have permission to visit your facilities of this restriction; that all new grants of permission to visit be made subject to this restriction; and that this guidance be strictly followed at your activity.
5. The point of contact is COL Victor L. Horton, Staff Judge Advocate, MEDCOM, at DSN 471-8400 or Commercial (210) 221-8400.


KEVIN C. KILEY
Lieutenant General, MC
Commanding